

CONCORDIA UNIVERSITY
COMMERCE AND ADMINISTRATION FACULTY COUNCIL
MINUTES OF MEETING
FRIDAY, OCTOBER 31, 1986

In attendance: S. H. Appelbaum (Chairman)
D. Acland (Acco.), K. Adams (Reg.), S. Alvi (Econ.), M. Anvari (DS&MIS), K. Argheyd (Mana.), M. Armstrong (Econ.), V. V. Baba (Mana.), B. Barbieri (Assoc. Dean), L. Bessner (Acco.), R. Britton (CASA), M. Coulas (CASA), R. Curnew (Acco.), U. de Brentani (Mktg.), C. Delli Quadri (CASA), B. Desai (Comp.Sci.), I. Devine (Assoc. Dean), D. Diniacopoulos (Comm.Studies), D. Doreen (DS&MIS), A. Farhoomand (DS&MIS), M. Feder (CASA), C. Haman (CASA), A. Jalilvand (Fina.), J. Kelly (Mana.), V. H. Kirpalani (Mktg.), M. Kusy (DS&MIS), D. MacDonald (Acco.), R. Martin (Reg.), E. Morey (Advisor on Status of Women), R. Oppenheimer (Mana.), C. Potter (Fina.), R. Rohrluck (Lib.), C. A. Ross (Assoc. Dean), J. Ryu (CGSA), G. Smith (CASA), T. J. Tomberlin (DS&MIS), S. Wert (CGSA), R. O. Wills (Assoc. Dean), F. Zottola (CASA)

Absent with

Excuse: D. Doreen, L. McGown, R. McTavish, P. Sidler

I Call to Order

The meeting was called to order at 09:35.

II Closed Meeting

There were no items on the agenda for a closed meeting.

III Open Meeting

IV Approval of the Agenda (CAFC-86-08A)

A. Jalilvand requested that Item X be dealt with immediately after the Chairman's Remarks. C. A. Ross requested that the agenda be amended to include item VIII, 1. (b) Graduate Calendar Changes (CAFC-86-08A-05).

IT WAS MOVED BY R. O. WILLS AND SECONDED BY G. SMITH THAT THE AGENDA, CAFC-86-08A, BE APPROVED AS AMENDED.

THE MOTION WAS CARRIED.

V Approval of Minutes of Previous Meeting (CAFC-86-06M)

The following corrections were noted:

- In attendance: B. Barbieri (Mktg.)
- Absent with apology: add K. Argheyd and V. H. Kirpalani
- Add to XI, 1. (i):

J. KELLY MOVED A VOTE OF THANKS TO V. V. BABA FOR HIS DISTINGUISHED SERVICE AS SECRETARY TO THE FACULTY COUNCIL STEERING COMMITTEE. SECONDED BY C. POTTER.

THE MOTION WAS CARRIED.

IT WAS MOVED BY A. JALILVAND AND SECONDED BY V. H. KIRPALANI THAT THE MINUTES OF THE FACULTY COUNCIL MEETING HELD SEPTEMBER 26, 1986, CAFC-86-06M, BE APPROVED AS AMENDED.

THE MOTION WAS CARRIED.

IV Chairman's Remarks and Question Period

The Chairman welcomed new Faculty Council representatives D. Acland, R. Oppenheimer and C. Hamam. In response to C. Potter's inquiry at the last Council meeting, the Chairman advised that the composition of the Dean's Personnel Advisory Committee now reflected a more balanced representation due to the resignation of C. Bayne and the subsequent appointment of L. Switzer. He announced that Concordia would be hosting a delegation of academics from China within the next week to pursue a doctoral program linkage whereby courses would be taken in China while the research activity would be conducted at Concordia. He further announced that Concordia will be hosting deans from British universities sometime during the next semester. With respect to the motion carried at the last regular Council meeting regarding students from the MBA and Graduate Diploma Programs on the Dean's Honor list being recognized at Convocation, the Chairman advised that the motion had been forwarded by the Senate Steering Committee to the Board of Graduate Studies for consideration, report and recommendation prior to presentation to Senate.

The Chairman announced the appointment of Assistant Professor Irene Devine to the position of Associate Dean, Administrative Affairs, for the period November 3, 1986 - May 31, 1988. He expressed his thanks to C. Draimin for his efforts on behalf of the Faculty for the past three years and wished him success in his future endeavours. The Council members joined the Chairman in a vote of thanks to C. Draimin.

In conclusion, the Chairman advised that the Faculty had been challenged to a football game with the CASA students which was

scheduled for Sunday, November 2nd, 1986 at 13:00 at the Loyola Athletic field and encouraged faculty members to submit nominations for honorary degrees to the Department Chairmen prior to the Board of Governors Graduate Ceremonies Committee deadline - November 15, 1986.

In response to B. Desai's question concerning adherence to the Senate regulation on smoking, the Chairman requested Council members not to smoke in the meeting room.

With regard to annual reports from Faculty Program Directors to Faculty Council, J. Kelly recommended that the following information be included in the reports: (a) basic objectives of the program/centre (b) progress report (c) staff involved in administration/teaching (d) financial report. In short, he stated that the annual reports would indicate what the program/centre had contributed to the Faculty and how it was done.

C. Potter stated that since the implementation of the academic materials policy, use of U.S. journal articles was prohibitive and questioned why the University had not obtained legal advice concerning copyright policy for U.S. journals. He recommended a University wide liability program be implemented to protect professors from charges of copyright infringement in the execution of their duties. He further recommended that the University make representation to the government to change current Canadian copyright policy which discouraged use of Canadian research data. V. V. Baba added that clarification of the copyright policy for documents of public domain was also required. R. Rohrluck noted that A. Mate was looking into this issue. The Chairman suggested that copyright difficulties be further discussed with J. C. Giguere, the Associate Deans and the Chairmen.

D. MacDonald suggested that each department compile lists of journals required and that the responsibility for obtaining copyright approvals be assigned to the Associate Dean, Administrative Affairs. I. Devine noted that blanket permission for use of all articles in a given journal was not feasible and pointed out that precise identification of the journal, article, author and page numbers would be required. The Chairman stated that although he was not opposed to this idea, it would be more appropriate to discuss the issue at the Faculty Administrators Committee level. He noted that obtaining permissions would be a lengthy process and would necessitate planning of course materials at least one year in advance.

L. Bessner advised the Council members of the following improvements to the pension plan which had been approved at the October 16th Board of Governors meeting:

- improvement in the contributory termination benefit
- increase in the interest rate earned on member contributions
- reduction in the member contribution rates

He explained that the Concordia pension plan was integrated with the Quebec pension plan (Q.P.P.) so that contributions and benefits are adjusted to earnings covered by the Q.P.P. Up to a current maximum of \$25,800., contribution rate reduction from 4% - 3.5% of salary; over \$25,800, contribution rate reduction from 6.25% - 5% of salary. He noted that non-contributory members will have the opportunity to enrol in the contributory plan as of January 1, 1987 and in the meantime, a series of information meetings will be scheduled by the Benefits Committee.

The Chairman welcomed Elizabeth Morey, Advisor on the Status of Women. Ms. Morey thanked the Council members for inviting her to her first Faculty Council presentation.

Ms. Morey reported that since the beginning of her two year mandate which began in October 1985 her office had been responsible for the hiring of a female Director of Athletics, establishing the Loyola Daycare centre and initiating a review of publications with the objective of ensuring the use of inclusive language in texts. She advised that five working groups were currently in progress to assist with transition reality of women in today's society: Employment Equity Group, Part-time Employment Group, Professional Development Group for Faculty and Staff, Curriculum Working Group and the Sexual Harrassment Group. Ms. Morey announced that seminars for faculty will be scheduled next semester and that class handouts would be distributed shortly to help evaluate if and where problems exist. She noted that that two of the four Faculties had now established Faculty Committees on the Status of Women and that the Commerce Faculty was currently represented on the Committee on the Status of Women by J. Sen and M. Stacey. She further noted that a review of recent statistics revealed that the Faculty of Commerce of Administration had a 45% female undergraduate enrolment and a 7% female faculty representation and that she welcomed the opportunity to work with the Faculty in the future.

R. Britton expressed his concern that a hiring policy designed to promote the hiring of women could result in the weakening of academic quality. Ms. Morey stated that the goal was to achieve a balance based on equal academic qualifications.

U. de Brentani pointed out that the subtleties of discrimination, i.e. titles of administrators, textbooks demonstrating male dominance in decision making roles etc., needed to be addressed. She recommended the distribution of an SSHRC publication entitled "How to Write in a Non-Sexist Manner" which would assist in increasing the awareness level. Ms. Morey replied that the cumulative effects of subtleties would be addressed at the faculty seminars. With respect to the SSHRC publication, she advised that copies were now on order and upon arrival, copies would be forwarded to Dean Appelbaum.

The Chairman suggested that J. Sen be invited to Faculty Council to present the developments of the Committee on the Status of Women after which the issue of what Commerce can do to support the Committee would be addressed.

On behalf of the Council members, R. O. Wills thanked Ms. Morey for her excellent presentation.

VII Business Arising from Previous Meeting (CAFC-86-06M)

1. Part-time Faculty Representation (CAFC-86-06A-02)

D. MacDonald reported that the Accountancy Department was in favor of part-time representation at the Faculty Council level. He noted that as Acting Chairman, he did not participate in the vote and was opposed to the decision. V. V. Baba reported that the Management Department was opposed to both departmental and Faculty Council representation and M. Kusy reported that the Department of Decision Sciences and MIS agreed with the Management Department. As the departments of Finance and Marketing were still studying the issue, decision on part-time faculty representation was tabled until the next meeting of Faculty Council.

VIII Reports from Standing Committees

1. Commerce Graduate Studies Committee

A. Revised M.Sc. Proposal (CAFC-86-08A-01)

IT WAS MOVED BY C. POTTER AND SECONDED BY J. KELLY THAT FACULTY COUNCIL APPROVE THE REVISIONS TO THE M.SC. IN ADMINISTRATION PROPOSAL, CAFC-86A-01, TO BE FORWARDED TO THE BOARD OF GRADUATE STUDIES.

C. Potter explained that in accordance with the recommendation of the Board of Graduate Studies, the areas of specialization, page 6 - 5.3, have been revised postponing the Accountancy area until the department was ready and noted that this procedure would allow the proposal to go forward now and Accountancy could be added at a later date.

IT WAS MOVED BY C. POTTER AND SECONDED BY V. V. BABA THAT FACULTY COUNCIL APPROVE THE DELETION OF THE ACCOUNTANCY FROM THE AREAS OF SPECIALIZATION IN THE REVISED M.SC. IN ADMINISTRATION PROPOSAL.

THE MOTION WAS CARRIED. (1 abstention: L. Bessner)

C. Potter noted an editorial change on page 6 whereby "MBA" had been deleted and the phrase "a quota of 12 courses per department" was added.

IT WAS MOVED BY C. POTTER AND SECONDED BY V. V. BABA THAT FACULTY COUNCIL APPROVE THE RECOMMENDED EDITORIAL CHANGES ON PAGE 6 OF THE REVISED M.SC. IN ADMINISTRATION PROPOSAL.

THE MOTION WAS CARRIED.

C. Potter noted the addition of the phrase "knowledge of computers" on page 2, 2.2.

IT WAS MOVED BY C. POTTER AND SECONDED BY M. KUSY THAT FACULTY COUNCIL APPROVE THE RECOMMENDED ADDITION ON PAGE 2, 2.2, OF THE REVISED M.SC. IN ADMINISTRATION PROPOSAL.

THE MOTION WAS CARRIED.

C. Potter advised that the enrolment forecast had been redrafted based on professional analysis.

IT WAS MOVED BY C. POTTER AND SECONDED BY R. O. WILLS THAT FACULTY COUNCIL APPROVE THE REVISED ENROLMENT FORECAST, PAGE 5, OF THE REVISED M.SC. IN ADMINISTRATION PROGRAM.

THE MOTION WAS CARRIED.

C. Potter advised that in response to the recommendation of the Board of Graduate Studies, bilingualism had been incorporated in the program requirements, page 20, 5.6.

A discussion followed concerning how students would be required to demonstrate their competence in French. C. Ross explained that the French Department handled the evaluation, students who were not proficient in French were required to successfully complete a designated French course. He added that in the case of Ph.D. student, he did the evaluation or referred the student to a French speaking professor for evaluation.

With respect to students having the option to write reports or exams in French, R. Britton asked if professors were required to be competent in French. C. Ross responded that in the event a professor was not bilingual, the student's paper can be translated, but not evaluated, by a bilingual faculty member.

IT WAS MOVED BY C. POTTER AND SECONDED BY V. V. BABA THAT FACULTY COUNCIL APPROVE THE INCLUSION OF THE LANGUAGE

REQUIREMENT IN THE REVISED M.SC. IN ADMINISTRATION.

THE MOTION WAS CARRIED. (1 opposed: R. Britton)

C. Potter noted that in response to the recommendation of the Board of Graduate Studies, provision had been made for Teaching Assistantships, page 43, 8.3.

M. Anvari asked if it was intended that \$5,000. be provided for each student. C. Potter agreed to delete the phrase "\$5,000 per student per year or" from the proposal as it was misleading. He also agreed to amend 8.3 to read: "Therefore, in order to provide some academic support..." and to B. Desai's recommendation that 9.2 be amended to read "...to increase computing capabilities...".

IT WAS MOVED BY C. POTTER AND SECONDED BY M. KUSY THAT FACULTY COUNCIL APPROVE THE INCLUSION OF TEACHING ASSISTANTSHIPS AS AMENDED AND THE EDITORIAL REVISIONS TO 8.3 AND 9.2 IN THE REVISED M.SC. IN ADMINISTRATION PROPOSAL.

THE MOTION WAS CARRIED.

C. Potter noted that page 42, 8.2 should be corrected to read nine new faculty (two full-time per option, 1 administrator, 1 secretary).

IT WAS MOVED BY C. POTTER AND SECONDED BY V. V. BABA THAT FACULTY COUNCIL APPROVE THE CHANGES IN PERSONNEL TO BE HIRED ON PAGE 42 OF THE REVISED M.SC. IN ADMINISTRATION PROPOSAL.

THE MOTION WAS CARRIED.

M. Kusy noted the editorial changes and increase to twelve courses in the Decision Sciences and Management Information Systems area of specialization as outlined in the addendum to CAFC-86-08A-01.

IT WAS MOVED BY C. POTTER AND SECONDED BY M. KUSY THAT FACULTY COUNCIL APPROVE THE CHANGES AS LISTED IN THE ADDENDUM TO CAFC-86-08A-01 IN THE REVISED M.SC. IN ADMINISTRATION PROPOSAL.

THE MOTION WAS CARRIED.

L. Bessner recommended that an appendix detailing cost projections be included with the proposal. The Chairman stated that the proposal would be vetted for resources by

the Academic Programmes Committee and the Academic Planning and Priorities Committee.

M. Kusy pointed out that the staff listing, pages 23 - 43, required updating to reflect current staffing.

C. POTTER MOVED TO AMEND THE MAIN MOTION TO READ "THAT FACULTY COUNCIL APPROVE THE REVISIONS TO THE M.SC. IN ADMINISTRATION PROPOSAL, AMENDED TO INCLUDE THE RECOMMENDED EDITORIAL CHANGES, ADDITIONS AND DELETIONS, TO BE FORWARDED TO THE BOARD OF GRADUATE STUDIES".

V. H. KIRPALANI SECONDED THE MOTION TO AMEND.

THE MOTION WAS CARRIED.

In conclusion, C. Potter commended B. Hawker for his excellent efforts on behalf of the M.Sc. (in Administration) Ad Hoc Committee.

B. Graduate Calendar Changes (CAFC-86-08A-05)

C. Ross reviewed the proposed graduate calendar changes as outlined in document CAFC-86-08A-05.

A. Farhoomand noted that the Department of Decision Sciences and MIS was not represented in the Business Research Options. T. J. Tomberlin replied that it was up to the department to propose the addition of a Business Research Option in Decision Sciences and MIS to Graduate Studies and pointed out that there was not enough time to accommodate this procedure prior to the Graduate Studies deadline for calendar submissions.

C. Ross agreed to M. Kusy's request to change all QUAN course titles to DS&MIS. In reply to R. Oppenheimer's request to make course numbering changes, C. Ross stated that approval for this kind of change must originate at the Graduate Studies level.

IT WAS MOVED BY C. ROSS AND SECONDED BY R. O. WILLS THAT FACULTY COUNCIL APPROVE THE PROPOSED GRADUATE CALENDAR CHANGES, CAFC-86-08A-05, AMENDED TO INCLUDE THE CHANGE IN THE QUAN COURSE TITLES, TO BE FORWARDED TO GRADUATE STUDIES FOR THE 1987-88 GRADUATE CALENDAR.

THE MOTION WAS CARRIED. (1 abstention:)

2. Commerce Undergraduate Curriculum Committee

Recommended Modifications to Summer Timetable (CAFC-86-08A-02)

R. O. Wills requested speaking privileges for K. Adams to allow him to address the recommended modifications to the summer timetable. He pointed out that council had approved the implementation of a 26 1/2 week summer schedule for summer 1986 which, due to time constraints, had not been possible.

K. Adams reported that the Faculty of Arts and Science had been concerned about the two Friday classes being a problem for students of the Jewish faith and had recommended extending teaching time on other days of the week thereby eliminating Friday classes. He noted that due to the duration of the Commerce classes, this solution would not likely be considered.

D. Acland stated that the Department of Accountancy had accepted the proposal on the basis of scheduling Accountancy classes on a Mon/Thurs. basis to provide needed assimilation time. R. Britton asked if advanced courses could be given extended time periods. R. O. Wills replied that such adjustments were not administratively feasible.

In response to a suggestion that the number of credits students can register for during the summer period be reduced, it was pointed out that students were allowed to take four courses (12 credits) during a ten week summer session, now they can register for 12 credits during a thirteen week session.

IT WAS MOVED BY R. O. WILLS AND SECONDED BY J. KELLY THAT THE RECOMMENDED MODIFICATIONS TO THE SUMMER TIMETABLE, CAFC-86-08A-02, BE APPROVED BY FACULTY COUNCIL FOR IMPLEMENTATION ON A TRIAL BASIS DURING THE 1987 SUMMER SESSION.

THE MOTION WAS CARRIED.

IX Reports from Faculty Representatives on University Committees

1. University Senate

R. O. Wills confirmed that the motion concerning recognition of MBA and Diploma graduates at Convocation had been forwarded to the Board of Graduate Studies for consideration.

2. Arts and Science Faculty Council - There was no report.

3. Academic Planning and Priorities Committee

V. V. Baba reported that the committee's current priority was gathering data from Faculty programs and department on future plans and student enrolment projections to determine space requirements for the next several years.

The Chairman reported that the Devis Pedagogique questionnaire had been distributed to all Faculty Chairmen, Program Directors and Associate Deans to assist the administration in gathering this information and emphasized that this will have a direct impact on future funding decisions.

4. Academic Programmes Committee - There was no report.

5. Senate Research Committee - There was no report.

6. Academic Services Committee - There was no report.

7. University Library Committee

R. Rohrlick encouraged faculty and students to take advantage of the compact disk data base available during the library celebration, "Disclosure", November 13 - 15th, at the Norris Library.

8. Fellowships, Scholarships and Awards Committee

A. Jalilvand reported that the 1986-87 undergraduate student scholarships had been selected. A breakdown of the distribution of the awards will be reported at the next Council meeting.

9. Computer Science Sub-Committee - There was no report.

10. Senate Computer Resources Committee - There was no report.

11. C.A.S.A. - There was no report.

12. Visiting Lecturers Committee - There was no report.

13. Board of Governors - There was no report.
14. Board of Graduate Studies - There was no report.

X New Business

1. E. Morey, Advisor on the Status of Women
(See page 4, CAFC-86-08M)

XI Other Business

1. Faculty Election for representative for the Senate Computer Resources Committee

Assistant Professor D. Scott, Department of Decision Sciences and Management Information Systems, was elected by acclamation.

2. Report on the Cooperative and Exchange Program (CAFC-86-08A-04)

K. Argheyd summarized the principal activities of the program during the 1985-86 year. He invited applications for summer 1987 teaching assignments in China and encouraged applicants to submit fully documented dossiers by November 25th. Dates for the summer session: May 1 - June 19; June 14 - August 2. The Chairman commented that the dossier submitted was the basis of the evaluation/decision and stressed the importance of complete documentation. In conclusion, K. Argheyd welcomed suggestions on how the \$31,443 surplus could be resurrected from the 1985-86 academic budget.

3. Class Boycott

C. Hamam outlined the activities planned for the November 4th class boycott and encouraged faculty, students and non-academic to participate in the event.

4. Faculty Club Open House

R. O. Wills encouraged attendance at the Faculty Club Open House scheduled at 17:00 p.m, Friday, October 31st.

IT WAS MOVED BY C. ROSS AND SECONDED BY M. KUSY THAT THE MEETING BE ADJOURNED.

THE MOTION WAS CARRIED.

The meeting was adjourned at 12:15.

The next regular meeting of Faculty Council will take place Friday, November 28, 1986 at 09:30 in room GM503-48, Sir George Williams Campus.